



Department of Veterans Affairs

PROCUREMENT REQUEST REVIEW FOR THE SMALL BUSINESS PROGRAM AND CONTRACT BUNDLING

1. CONTRACTING ACTIVITY INFORMATION			2. DATE OF PURCHASE REQUEST	3. ESTIMATED DOLLAR VALUE		OSDBU CONTROL NUMBER
A. NAME OF CONTRACTING ACTIVITY				A. THIS F.Y.	B. TOTAL CONTRACT VALUE	
Black Hills HCS, Fort Meade VAMC			11/21/2011	83,345.56	82,345.56	
B. STREET ADDRESS			4. PERIOD OF PERFORMANCE (Include all option years)			
113 Comanche Rd.			1 year			
C. CITY	D. STATE	E. ZIP CODE	5. DESCRIPTION OF SUPPLIES OR SERVICES			
Fort Meade	SD	57701	Lease and maintain CCTV Security Monitoring Devices.			
F. TELEPHONE NUMBER	G. FAX NUMBER					
605-347-7030	605-720-7029					
8A. SIGNATURE AND PRINTED NAME OF CONCURRING SMALL BUSINESS OFFICE SPECIALIST FOR CONTRACTING ACTIVITY						8B. DATE OF CONCURRENCE
Elaine M. DeGroot						11/22/2011
CONTRACTING OFFICE						
7. SOLICITATION NUMBER	8. ANTICIPATED DATE OF RELEASE		9. ANTICIPATED DATE OF RESPONSE/BID OPENING		10. NAICS CODE AND SMALL BUSINESS SIZE STANDARDS	
none					561621/\$12.5 million	
11. PROPOSED METHOD OF PROCUREMENT						
<input type="checkbox"/> SERVICE-DISABLED VETERAN-OWNED BUSINESS SET-ASIDE <input type="checkbox"/> HUBZONE COMPETITION						
<input type="checkbox"/> SERVICE-DISABLED VETERAN-OWNED BUSINESS AS SOLE SOURCE <input type="checkbox"/> HUBZONE SOLE SOURCE						
<input type="checkbox"/> VETERAN OWNED SMALL BUSINESS SET-ASIDE <input checked="" type="checkbox"/> 100% SMALL BUSINESS SET-ASIDE						
<input type="checkbox"/> VETERAN OWNED SMALL BUSINESS SOLE SOURCE <input type="checkbox"/> PARTIAL SMALL BUSINESS SET-ASIDE: \$ _____						
<input type="checkbox"/> 8(A) COMPETITION <input type="checkbox"/> TASK/DELIVERY ORDER AGAINST EXISTING CONTRACT VALUE: \$ _____						
<input type="checkbox"/> 8(A) SOLE SOURCE <input type="checkbox"/> UNRESTRICTED-INSUFFICIENT SMALL BUSINESS (Attach justification, proposed subcontracting amounts and evaluation preference for SDVOSBs and VOSBs)						
12. FAR PART 5 - PUBLICIZING CONTRACT ACTIONS - HAS THIS REQUIREMENT BEEN ADVERTISED?						
<input type="checkbox"/> PRESOLICITATION NOTICE/PROCUREMENT <input type="checkbox"/> MODIFICATION OF PREVIOUSLY ANNOUNCED PROCUREMENT ACTION <input type="checkbox"/> SOURCES SOUGHT (Includes A-76 Services Architect-Engineer contracts)						
13. PROPOSED ISSUING NUMBER OF SOLICITATIONS TO: (Provide actual number)						
____ SERVICE DISABLED VETERAN-OWNED SMALL BUSINESS ____ 8(A) ____ WOMEN-OWNED SMALL BUSINESS ____ LARGE BUSINESS						
____ VETERAN-OWNED SMALL BUSINESS ____ HUBZONE ____ 1 SMALL BUSINESS						
14. IMPORTANT: Contract bundling checklist (VA Form 2268a) must be submitted with VA Form 2268 for all procurements in excess of \$1,000,000.						
PROCUREMENT HISTORY						
15. HAS ITEM/SERVICE BEEN PREVIOUSLY AWARDED?		16. PERIOD OF PERFORMANCE		17. CONTRACT NO.		18. NAICS CODE AND SMALL BUSINESS SIZE STANDARDS
<input checked="" type="checkbox"/> YES (Complete Items 16 thru 18) <input type="checkbox"/> NO (Skip to Item 19)		10/01/10-09/30/11		568-P1E925		561621/\$12.5 million
19A. NAME AND ADDRESS OF CONTRACTOR(S)		19B. BUSINESS TYPE		20. TOTAL DOLLAR VALUE OF PAST PROCUREMENT		22. NUMBER OF RESPONSES FROM MOST RECENT PROCUREMENT
Pelco c/o Amick Sound PO Box 2399 385 12th St. Rapid City, SD 57701-2399		<input type="checkbox"/> SDVOSB <input type="checkbox"/> WOSB <input type="checkbox"/> VOSB <input checked="" type="checkbox"/> SB <input type="checkbox"/> 8(A) <input type="checkbox"/> LARGE <input type="checkbox"/> HUBZONE		\$ 82,345.56		____ 8(a) ____ WOMEN OWNED ____ HUBZone ____ 1 SMALL BUSINESS ____ SDVOSB ____ VOSB ____ LARGE BUSINESS
23A. PRINT NAME AND SIGNATURE OF CONTRACTING OFFICER		23B. DATE SIGNED		24A. SIGNATURE OF HEAD OF CONTRACTING ACTIVITY		24B. DATE SIGNED
Christopher J. Esper		11/21/2011		Daryl A. Berg		11/22/11
25. INFORMATION SUBCONTRACTING GOALS						
____ % SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS ____ % VETERAN-OWNED SMALL BUSINESS ____ % SMALL DISADVANTAGED BUSINESS ____ % HUBZONE SMALL BUSINESS ____ % WOMEN-OWNED SMALL BUSINESS						
26A. SIGNATURE OF VA OSDBU REPRESENTATIVE				26B. DATE SIGNED		26C. EXPIRATION DATE OF VA FORM 2268

DEPARTMENT OF VETERANS AFFAIRS

Justification Review Document

For

Other Than Full and Open Competition

1. **Contracting Organization:** VA Black Hills, Fort Meade, SD
2. **Description of Action:** A Firm Fixed-Price contract is contemplated for the continued lease and maintenance of CCTV equipment at Fort Meade VA Medical Center.
3. **Description of Services:** Lease, maintenance and repair of CCTV equipment used for security purposes at Fort Meade Medical Center. Magnitude of the project is between \$25,000 and \$100,000.
4. **Statutory Authority:** Federal Acquisition Regulation (FAR) 6.302-1, Only one responsible source and no other supplies or services will satisfy agency requirements.
5. **Validity of Use of Statutory Authority:** The proposed contractor, Amick Sound, Inc., owns the leased CCTV equipment and is the only source authorized to perform maintenance and repair on the equipment.
6. **Sources Solicited:** No other sources were solicited as the proposed contractor owns the leased CCTV equipment and is the only one authorized to work on the equipment.
7. **Market Survey (FAR 7.102):** None
8. **Market Research Conducted:** None
9. **Other Facts Supporting the Use of Other Than Full and Open Competition:** This contractor has leased the existing CCTV equipment to this facility since at least 2004. The most recent agreement expired at the end of FY10. In FY11, at the government's request, the contractor agreed to extend the lease on a month by month basis while the VA designed and advertised for a new CCTV Security System. The project is currently in the design phase with an A&E firm and is expected to be advertised and awarded this fiscal year. CCTV coverage must be continuous for security purposes. The contractor has agreed to continue the lease on a month by month basis at the same price until such time as a new contract has been awarded and the system has been installed and operational.
10. **Actions to remove Barriers to Competition:** When the design for the new CCTV Security System has been completed, market research will be conducted and the procurement will be publicly advertised with the appropriate set-asides to ensure maximum competition.
11. **Fair and Reasonable Price:** The contractor has agreed to maintain the same pricing as FY10 until such time as a new system has been procured and is operational. This has been determined to be fair and reasonable based on the fact that the equipment is now old and out-dated, yet functional.
12. **Contracting Officer's Certification:** Based upon the information provided herein, I believe the justification for awarding this contract to Amick Sound, Inc. on a sole-source basis is accurate and complete to the best of my knowledge and recommend we proceed as such.

Christopher J. Espar 11/21/11
Contracting Officer Date

Concur

Jodi Prosser 11/21/11
Warranted One Level Above CO Date

NOTE: Additional approvals may be required at a level as high as the Agency Senior Procurement Executive (for procurements exceeding \$50,000,000. The citation for these levels of approval is VAAR 806.304.